

DD/M&S 73-2469

21 JUN 1973

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training
Director of Joint Computer Support
Director of Planning, Programming and Budgeting

SUBJECT : Candidates for Support Career Service

1. During the past year the Support Career Service has been actively seeking a limited number of candidates for the Support Career Service from the functional offices within the Management and Services Directorate. During the next year we will continue looking to the functional offices as the main source for additional Support Careerists. This is not to say that Support Careerists will not be obtained from other elements in the Agency but simply means the functional offices will be given first preference.

2. The Support Career Service is about to begin identifying personnel against its 1974 personnel requirements both at Headquarters and in the field. To assist the Support Career Service in identifying additional candidates to consider against its requirements, it is requested that you provide a listing of officers who are interested in becoming Support Careerists. Candidates should normally be in grades GS-09 through GS-11 and willing and able to serve both at Headquarters and overseas. Ideally, we are looking for candidates with at least two years Agency experience who possess a college degree or have done considerable work towards completion of a degree program. Candidates should be Career Trainee caliber and have successfully served with your career service and possess a desire to broaden their background by serving in general Support positions as the needs of

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the "S" Service might require. Names of your candidates should be forwarded to the Career Management Officer, Deputy Director for Management and Services by 13 July 1973. A biographic profile and copies of the last two fitness reports should be included on each candidate.

3. Should you require additional information or feel that any of your Careerists require a personal interview before making a decision, don't hesitate to give a call on extension

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/s/ Robert S. Wattles

Robert S. Wattles
Associate Deputy Director
for
Management and Services

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